



# Iowa Department of Human Services

**Terry E. Branstad**  
Governor

**Kim Reynolds**  
Lt. Governor

**Charles M. Palmer**  
Director

September 5, 2013

Suzanne Kerr  
2910 Oak Street  
Bettendorf, IA 52722

Suzanne Kerr:

This letter is in regards to the 9/5/13 follow up compliance check of your Level A, Registered Child Development Home. You were determined to be in compliance with all mandated regulatory requirements of a Registered Child Development Home, as outlined in Iowa Code Chapter 237A and Iowa Administrative Code Chapter 110. Thank you for the valuable service provided to working families in Iowa.

If you have any questions, please contact me at (563) 272-2067 or email me at [khuinke@dhs.state.ia.us](mailto:khuinke@dhs.state.ia.us).

Sincerely,

Kathy Huinker  
Social Worker II

Please remember that the new fiscal year started on July 1, 2013. You will be receiving an additional spot check sometime between now and June 30, 2014.

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1); Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA)